



## KNIGHTDALE TOWN COUNCIL MINUTES

---

950 Steeple Square Court, Knightdale, North Carolina 27545

---

**April 18, 2012**

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

**PRESENT:** Mayor Russell Killen, Mayor Pro Tem Mike Chalk, Councilors Jeff Eddins, Terry Gleason, James Roberson, and Dustin Tripp.

**ABSENT:** No one.

**Staff Members Present:** Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, Town Clerk/HR Director; Fred Boone, Town Engineer; Jimmy Overton, Finance Director; Keith Archambault, IT Administrator; Tina Cheek, Parks and Recreation Director; Jason Godwin, Interim Police Chief; Tim Guffey, Fire Chief; Goley Boggs, Fire Captain.

Meeting called to order by Mayor Killen at 7:04 p.m.

**WELCOME**

Welcome by Mayor Killen.

**INVOCATION**

Invocation given by Councilor Roberson.

**ITEM I. ADOPTION OF AGENDA**

**...Motion by Councilor Roberson to adopt the agenda with the following amendment:**

**ADD: Pop Warner Presentation under Item III. Presentations, Recognitions, Awards**

**Motion seconded by Councilor Eddins and carried unanimously.**

Mayor Pro Tem Chalk asked to be excused to attend another meeting.

**...Motion by Councilor Eddins at 7:06 p.m. to excuse Mayor Pro Tem Chalk. Motion seconded by Councilor Gleason and carried unanimously.**

ITEM II. APPROVAL OF MINUTES

January 18, 2012  
February 6, 2012

**...Motion by Councilor Tripp to approve the minutes of January 18, 2012 and February 6, 2012. Motion seconded by Councilor Eddins and carried unanimously.**

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

A. Oxygen Mask Presentation

Paula Gavasto, President of Timber Ridge HOA, presented oxygen masks for pets to Fire Chief Tim Guffey to help keep pets safe during a fire or emergency.

B. Pop Warner Football

Michael Snow, representing the Knightdale Sports Authority, presented information regarding a Pop Warner league coming to Knightdale with the proposed name Knightdale Dragons for football and cheerleading programs.

ITEM IV. PUBLIC

**Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.**

A. Open to the Public

Lois Burch, representing Planters Walk Community Watch, invited the Mayor and Town Council to attend their 20<sup>th</sup> anniversary celebration as an active community watch to be held at the neighborhood clubhouse May 14, 2012 at 7:00 p.m.

Mayor Killen thanked Ms. Burch for her service in the community.

Paula Gavasto, 418 Mingocrest Drive, expressed concern over Chief Brown's resignation, asked for guidance in implementing the tot park in her neighborhood, and thanked the Town for maintenance at the vacant lot on Mingocrest Drive.

Town Manager Seth Lawless responded that the Town has a Capital Improvements Plan that lists the Mingo Creek Park project for implementation during fiscal year 2015.

Mayor Killen explained that the Town has to prioritize items within the plan.

No one else approached.

B. Report on Citizen Inquiries

Councilor Roberson reported that Wake Technical Community College and Wake County Human Services are holding an Employer's Resource Information Fair May 15, 2012 beginning at 8:30 a.m. at the Western Wake Campus on Kildaire Farm Road in Cary. This event is designed to aid youth and unemployed individuals in connecting with business members of the community.

ITEM V. CONSENT AGENDA

*Budget Amendment 2012-10 – Removed from Agenda*

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

**If you anticipate speaking during a public hearing at tonight's meeting, print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.**

None at this time.

ITEM VII. SET PUBLIC HEARINGS

None at this time.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

Town Construction Project Updates

Fred Boone, Town Engineer, gave a status report of current projects including First Avenue Improvements, BB&T Right Turn Lane/Pedestrian Crosswalk, Knightdale Park, and Greenway.

ITEM X. NEW BUSINESS

A. Brookfield Station Traffic Calming

Town Engineer Fred Boone presented a request from residents of Brookfield Station to install speed humps along Crosstie Street explaining that the Town would be responsible for the cost of installation and removal and recommended approval of such request.

**...Motion by Councilor Roberson to approve the request of the Brookfield Station homeowners to provide speed humps. Motion seconded by Councilor Eddins and carried unanimously.**

B. Dancing 2 Shape Knightdale Program

Tina Cheek, Parks and Recreation Director, presented a proposal to offer a six week trial fitness program beginning May 31, 2012 in conjunction with Market in the Park. Ms. Cheek explained this program would be free to participants and would not require a budget amendment.

C. Hinton Oaks Median Maintenance

Town Manager Seth Lawless presented a proposal for landscaping of the Hinton Oaks median near the intersection of Knightdale Boulevard in the amount of \$1,164. Mr. Lawless explained that Talis Management would contract with Wakefield Nursery & Landscaping, Inc. and the Town would reimburse Talis Management for the cost of this maintenance.

**...Motion by Councilor Tripp to approve reimbursement to Talis Management in the amount of \$1,164 for Hinton Oaks Median Maintenance. Motion seconded by Councilor Eddins and carried unanimously.**

ITEM XI. OTHER BUSINESS

None at this time.

ITEM XII. COMMITTEE REPORTS

Mayor Killen appointed Councilor Roberson to the Public Safety Committee replacing Councilor Gleason.

Mayor Killen appointed Councilor Tripp to the Finance Committee replacing Councilor Roberson.

A. Planning and Engineering  
No report.

B. Finance  
Mayor Killen reported the committee heard funding requests from non-profit agencies at tonight's meeting.

C. Public Safety  
No report.

D. Nominating  
No report.

E. Liaison Reports  
No report.

Town Manager Seth Lawless reported receiving an update for the Mingo Creek Park Improvements that are proposed in the Capital Improvements Plan for 2014 at a cost of \$75,000.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

None at this time.

ITEM XIV. ADJOURNMENT

**...Motion by Councilor Roberson to adjourn at 7:45 p.m. Motion seconded by Councilor Eddins and carried unanimously.**



Mayor Pro Tem Mike Chalk



Town Clerk Suzanne M. Yeatts